Lenovo K9 Note

User Guide V1.0

Lenovo L38012

Basics

Before using this information and the product it supports, be sure to read the following:

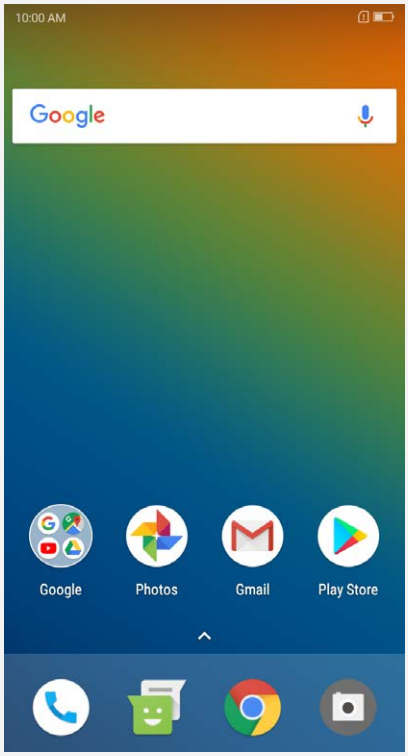
- *Quick Start Guide*
- *Regulatory Notice*
- Appendix

The *Quick Start Guide* and the *Regulatory Notice* have been uploaded to the website at http://support.lenovo.com.

Note: All pictures and illustrations in this document are for your reference only and may differ from the final product.

Home screen

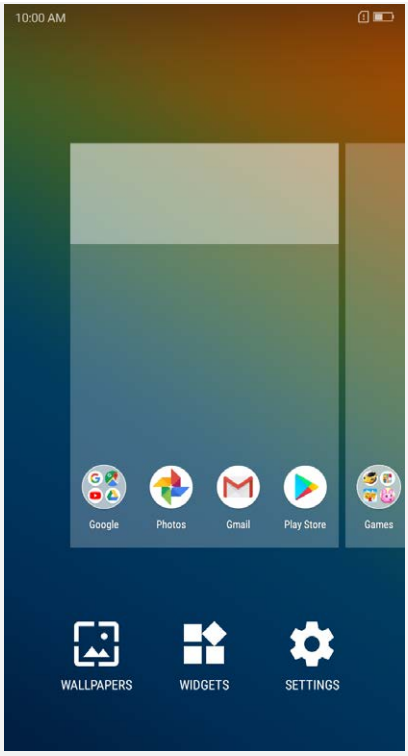
The home screen is the starting point for using your phone. For your convenience, the home screen is already set up with some useful apps and widgets.



Note: Your phone's features and the home screen may be different depending on your location, language, carrier, and model.

Customizing home screens in edit mode

Press and hold anywhere on the home screen except the icons to enter edit mode.



In edit mode, you can do any of the following:

- To move a home screen, press and hold a screen thumbnail until it enlarges slightly, drag it to the new location, and then release it.
- To add a widget to the home screen, tap **WIDGETS**, swipe up or down to locate the widget that you want, press and hold the widget until it pops out, drag it to where you want to place it, and then release it.
  Tip: Some widgets are grouped by app, swipe left or right to locate the app that you want and then tap it to see the available widgets.
- To change the wallpaper, tap **WALLPAPERS**, locate the wallpaper that you want, and then tap it to set wallpapers.

Managing widgets and apps

Whether your home screen is in edit mode or not, you can do any of the following:

- To move a widget or an app, press and hold the widget or app until its icon enlarges slightly, drag it to where you want to place it, and then release it.
- To create an app folder, press and hold an app until its icon enlarges slightly, and then drag it onto another app.
- To remove a widget from the home screen, press and hold the widget until its icon enlarges slightly, slide your finger toward the top of the screen, and then drop the widget over ✕.
- To uninstall an app, press and hold the app, slide your finger toward the top of the screen, and then drop the app over 🗑.
  Note: System apps cannot be uninstalled. When you are trying to uninstall a system app, 🗑 does not appear at the top of the screen.

Screen buttons

There are three buttons on your phone.

- **Home button**: Tap ○ to return to the default home screen.
- **Back button**: Tap ◁ to return to the previous page or exit the current app.
- **Recent button**: Tap ☰ to see recent apps. Then you can do the following:
  - Tap an app to open it.

- Tap ✕ to stop running the app.
- Tap 🧹 to stop running all the apps except the locked ones.

In app interface, press and hold ☰ to enter split screen mode.

Note: Some apps do not support split screen.

Screen lock

When your phone is on, press the Power button to lock the screen manually. Press the Power button again to display the lock screen, and then swipe up from the bottom of the screen to unlock.

Note: Swipe is the default screen unlocking method. To change your screen lock, see Settings.

Notifications and Quick Settings

The Notifications panel (see Figure 1: Notifications) informs you of missed calls, new messages, and activities in progress such as file downloading. The Quick Settings panel (see Figure 2: Quick Settings) allows you to access frequently-used settings such as the WLAN switch.

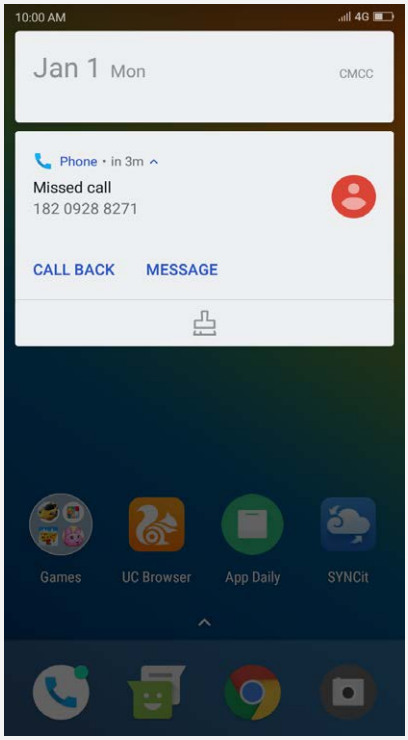


Figure 1: Notifications

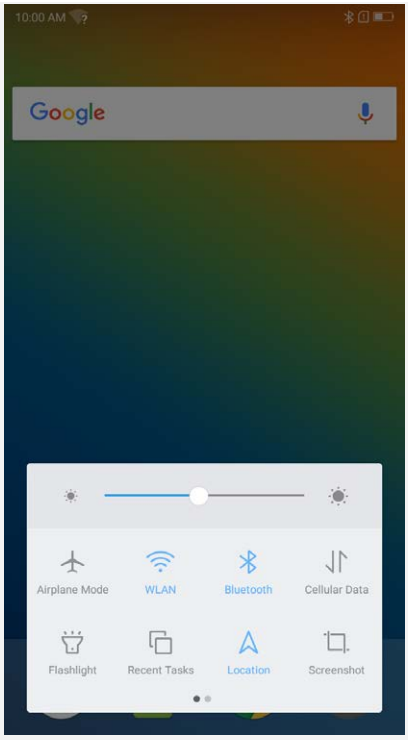


Figure 2: Quick Settings

You can do any of the following:

- To see notifications, swipe down from the top of the screen.
- To close the Notifications panel, swipe up from the bottom of the screen.
- To dismiss a notifications, swipe left across the notifications.
- To dismiss all notifications, tap at the bottom of the Notifications panel.
- To open the Quick Settings panel, swipe up from the buttom of the screen.
- To close the Quick Settings panel, swipe down from the top of the Quick Settings panel.

USB connection

When you connect your phone to a computer using a USB cable, the Notifications panel displays a notification such as "USB charging this device". You can tap the notification, and then select one of the following options:

- **Transfer files**: Select this mode if you want to transfer any files between your phone and the computer.
- **Transfer photos (PTP)**: Select this mode if you want to transfer only photos and videos between your phone and the computer.
- **Charging this device**: Select this mode if you want to charge your phone only.

Calls

Making a call

Dialing a number manually

1. Open the **Phone** app.
2. Tap to display the dialpad if necessary.
3. Enter the phone number that you want to dial, and then tap .

Calling from the call log

1. Open the **Phone** app.
2. Tap the .
3. Tap a call log entry to make a call.

Calling a contact

1. Open the **Phone** app.
2. Tap the .
3. Locate the contact that you want to call, and tap the contact name to display the contact details.
4. Tap the phone number that you want to dial.

Receiving calls

Answering or rejecting a call

When you receive a phone call, the incoming call screen appears. You can do one of the following:

- Swipe up to answer the call.
- Swipe down to reject the call.

Silencing a call

You have the following ways to silence a call:

- Press the volume up button or the volume down button.
- Press the Power button.

Options during a call

When you are on a call, the following options are available on the screen:

- **Add call**: displays the dialpad so you can call another person.
- **Hold/Unhold**: puts the current call on hold or resumes the call.
- **Mute**: turns the microphone on or off.
- **Dialpad/Hide**: displays or hides the keypad.
- **Speaker**: turns the speaker on or off.
- : ends the call.

You can also press the volume button to turn the volume up or down.

Using the call log

The call log contains missed, outgoing, and received call entries. You can tap a call log, and then tap an option from the option menu. For example, you can tap the **Add to contact** option

to add the entry to the Contacts list.

Contacts

Creating a contact

1. Open the **Contacts** app.
2. Tap .
3. Enter the contact information.
4. Tap **SAVE**.

Searching for a contact

1. Open the **Contacts** app.
2. Do one of the following:
   - Scroll the Contacts list up or down to locate the desired contact.
   - Tap , and then enter the contact name or initials. Matching contacts are displayed as you type.

Editing a contact

1. Open the **Contacts** app.
2. Find and tap the contact that you want to edit.
3. Tap , and then edit the contact information.
4. Tap **SAVE**.

Deleting a contact

1. Open the **Contacts** app.
2. Tap , select the contact that you want to delete, and then tap **Ok**.

Importing contacts

1. Open the **Contacts** app.
2. Tap > **Settings**.
3. Tap **Import > SIM card**. If your phone has dual SIM cards, choose whether to import from SIM 1 or SIM 2.
4. Tap **IMPORT**.

Exporting contacts

1. Open the **Contacts** app.
2. Tap > **Settings**.
3. Tap **Export > SIM card**. If your phone has dual SIM cards, choose whether to export to SIM 1 or SIM 2.
4. Tap **OK**.

Messaging

Sending a message

You can use the **Messaging** app to send text messages and multimedia messages.

1. Open the **Messaging** app.
2. Tap .
3. Tap the recipient text box, and then enter a contact name or phone number. Matching contacts are displayed as you type. Select a contact. Or tap to add more recipients.
4. Tap the message text box, and then enter a message.
   Tip: If you want to send a multimedia message, tap to select a media object type such as pictures or video clips, and then attach a desired media object to the message.
5. Tap .

Deleting messages

1. Open the **Messaging** app.
2. In the list of message threads, tap a contact name or phone number to view the message thread.
3. Press and hold a message until it is selected, and then tap .Or tap the message you want to delete, tap > **Delete**, then tap **DELETE**.

Camera

Camera basics

You can use the **Camera** app to take photos and record videos.

- Tap to take a photo.
- Tap the Video to enter the video mode, then tap to record a video.
- Tap the photo or video thumbnail to view the photo or video in the **Gallery** app. For more information, see Gallery.
- Tap HDR to use HDR (High Dynamic Range).
- Tap to switch between flash modes.
- Tap to switch between the front-facing camera and the rear-facing camera.
- Tap to configure the other camera settings.

Taking a screenshot

Press and hold the power button and the volume down button at the same time to take a screenshot.

By default, the screenshots are stored in your phone's internal storage. To view the screenshots, do one of the following:

- Open the **Gallery** app and find the **Screenshot** album.
- Open the **File Manager** app and go to the **Phone > Pictures > Screenshots** folder.

Gallery

Viewing photos and videos

1. Open the **Gallery** app.
2. Tap an album you want to view.
3. Tap a photo or video to view it in full screen mode.
4. Do any of the following:
   - To see the next or previous photo or video, swipe left or right.
   - To zoom in or out of a photo, stretch or pinch the photo. When you zoom in, you can drag to see other parts of the photo.
   - To view a video, tap .

Sharing photos and videos

When you are viewing a photo or video, tap anywhere on the screen, tap and then select a sharing channel such as **Messaging** or **Bluetooth** to share the photo or video with others.
If you want to share multiple photos and videos at the same time, do all of the following:

1. Open the **Gallery** app.
2. In a set of photos and videos, tap to enter selection mode.
3. Tap on the objects you want to share.
4. Tap , and then select a sharing channel.

Deleting photos and videos

When you are viewing a photo or video, tap anywhere on the screen, and then tap to delete the photo or video.
If you want to delete multiple photos and videos at the same time, do all of the following:

1. Open the **Gallery** app.
2. In a set of photos and videos, tap to enter selection mode.
3. Tap on the objects you want to delete.
4. Tap .

Network

WLAN connection

Turning the WLAN connection on or off

Do one of the following:

- Go to the **Quick Settings** panel, and then tap the **WLAN** switch to turn the WLAN connection on or off.
  Tip: When you turn on the WLAN connection, a list of detected WLAN hotspots appears. If the list does not appear, press and hold the WLAN switch in the Quick Settings panel.
- Go to **Settings > Network & Internet > WLAN** , and then switch to turn the WLAN connection on or off.
  Tip: When you turn on the WLAN connection, a list of detected WLAN hotspots appears. If the WLAN hotspot that you want to connect to is not listed, tap ↻ to manually scan for WLAN hotspots or tap Add network to manually add the WLAN hotspot.

Connecting to a WLAN network

1. Turn on the WLAN connection and check the list of available WLAN hotspots.
   Note: You need to have some valid WLAN hotspots to connect to.
2. Tap the WLAN hotspot that you want to connect to.
3. If you selected a secured network, enter your login name and password, and then tap **Connect**.

Data connection

Turning the data connection on or off

Do one of the following:

- Go to the **Quick Settings** panel, to open the data connection.
- Go to **Settings > Network & Internet > Mobile network** and then tap the **Cellular data** switch to turn the data connection on or off.

Note: You need a valid SIM card with a data service. If you do not have a SIM card, contact your carrier.

Selecting a SIM card for data connection

Your phone comes with dual SIM slots. Both slots support 4G/3G/2G data services, but you can enable only one SIM card for data connection at a time. To decide which SIM card to use for data connection, do one of the following:

- Go to the **Quick Settings** panel and hold the data and select a SIM card for dataconnection.
- Go to **Settings > Network & Internet > Cellular network & SIM** and select a SIM card.

Setting up a hotspot

You can use a WLAN hotspot to share an Internet connection with another phone or other devices.

1. Go to **Settings > Network & Internet > Hotspot & tethering**.

2. Tap the **Portable WLAN hotspot** switch to turn it on.
   Note: You can also share a network via Bluetooth or USB.
3. If this is your first time to turn on the WLAN hotspot, tap **Set up WLAN hotspot** to view or change the configuration information.
   Note: Tell your friends the Network name and password, and they can connect to your network.

Chrome

If your phone has been connected to a WLAN or a cellular network, you can use the **Chrome** app to surf the Internet. For more information about connecting to a WLAN or a cellular network, see Network.

Visiting websites

1. Open the **Chrome** app.
2. Tap the address box, enter a website address or your search keywords, and then tap **Go**.
   Tip: You do not need to enter a full website address with "http://" to access the website. For example, to visit http://www.lenovo.com, enter "www.lenovo.com" in the address box and tap Go.
3. When viewing a web page, do any of the following:
   - Tap ⋮ **>** ↻ to refresh the current page.
   - Press the Back button to return to the previous web page.
   - Tap ⋮ **>** → to go forward to a recent web page.
   - Press and hold an image on the web page, and then tap **Download image** to save the image into your phone's internal storage.

Adding a bookmark

When viewing a web page that you want to bookmark, tap ⋮ **>** ☆, you can edit the bookmark details.

The next time you open the **Chrome** app, tap ⋮ **> Bookmarks**, and then tap the bookmark to quickly access the web page.

Clearing browser history

1. Open the **Chrome** app.
2. Tap ⋮ **> History**.
3. Tap **CLEAR BROWSING DATA...**.

Settings

Setting the date and time

1. Go to **Settings > Date & time**.
2. Do any of the following:
   - To use the network date and time, turn the **Automatic date & time** switch on.
   - To set the date and time manually, turn the **Automatic date & time** switch off, and then tap **Set date** and **Set time** respectively.
   - To use the network time zone, turn the **Automatic time zone** switch on.
   - To set the time zone manually, turn the **Automatic time zone** switch off, tap **Select time zone**, and then choose a time zone.
   - To switch between the 24-hour and 12-hour formats, turn the **Use 24-hour format** switch on or off.

Setting the language

1. Go to **Settings > Language & input > Language**.
2. Select the display language that you want to use.

Setting the input method

1. Go to **Settings > System > Language & input > Set up input methods**.
2. Select the input method that you want to use as the default.

Setting a screen lock

Go to **Settings > Phone unlock > Set passcode** to select a screen lock option and set up the screen lock.

Enabling app installation

Before you install apps that you downloaded from unknown sources, do all of the following:

1. Go to **Settings > Security & privacy > Install Unknown apps**.
2. Tap the app which you want to install and tap the **Allow from this source** switch to turn it on.

Setting the ringtone

You can define the default ringtone for incoming calls, messages, and notifications. You can also adjust the volume for each sound type.

Go to **Settings > Sound & vibration**.

Performing a factory reset

1. Go to **Settings > System > Factory data reset**.
2. Tap **Factory data reset > Reset**.

Appendix

To avoid personal injury, property damage, or accidental damage to the product, read all of the information in this section before using the product.

Important safety info

Handling

Handle the Lenovo Phone with care
Do not drop, bend, or puncture the Lenovo Phone; do not insert foreign objects into or place heavy objects on the Lenovo Phone. Sensitive components inside might become damaged.
Prevent the Lenovo Phone and the adapter from getting wet
Do not immerse the Lenovo Phone in water or leave the Lenovo Phone in a location where it can get saturated with water or other liquids.

Repairing

Do not disassemble or modify the Lenovo Phone. The Lenovo Phone is a sealed unit. There are no end-user serviceable parts inside. All internal repairs must be done by a Lenovo-authorized repair facility or a Lenovo-authorized technician. Attempting to open or modify the Lenovo Phone will void the warranty.
The Lenovo Phone screen is made of glass. The glass might break if the Lenovo Phone is dropped on a hard surface, is the subject of a high impact, or is crushed by a heavy object. If the glass chips or cracks, do not touch the broken glass or attempt to remove it from the Lenovo Phone. Stop using the Lenovo Phone immediately and contact Lenovo authorized service centers for repair, replacement, or disposal information.

Charging

You can use any of the following charging methods to safely recharge the internal battery of the Lenovo Phone.

Charging method	Display on	Display off
ac adapter	Supported, but the battery will charge slowly.	Supported
USB connection between the dc-in connector on the Lenovo Phone and a USB connector on a personal computer or other devices that comply with the USB 2.0 standards.	Supported, but will compensate power consumption and the battery will charge more slowly than usual.	Supported, but the battery will charge slowly.
Notes: Display on: Device on Display off: Device off or in screen lock mode		

Charging devices might become warm during normal use. Ensure that you have adequate ventilation around the charging device. Unplug the charging device if any of the following occurs:

- The charging device has been exposed to rain, liquid, or excessive moisture.
- The charging device shows signs of physical damage.
- You want to clean the charging device.

Lenovo is not responsible for the performance or safety of products not manufactured or approved by Lenovo. Use only approved Lenovo ac adapters and batteries.
NOTE: Adapter shall be installed near the equipment and shall be easily accessible. Users have to use the connection to USB interfaces with USB 2.0 version or higher.

Distraction

Take care when using the Lenovo Phone in a motor vehicle or on a bicycle. Always prioritize your safety and the safety of others. Follow the law. Local laws and regulations might govern how you can use mobile electronic devices, such as the Lenovo Phone, while you drive a motor vehicle or ride a bicycle.

Choking hazard

Keep the Lenovo Phone and accessories away from small children. The Lenovo Phone contains small parts that can be a choking hazard to small children. Additionally, the glass screen can break or crack if dropped on or thrown against a hard surface.

Explosive atmospheres

Do not charge or use the Lenovo Phone in any area with a potentially explosive atmosphere, such as at a fueling area, or in areas where the air contains chemicals or particles (such as grain, dust, or metal powders). Obey all signs and instructions.

Radio frequency interference

Observe signs and notices that prohibit or restrict the use of mobile phones (for example, in healthcare facilities or blasting areas). Although the Lenovo Phone is designed, tested, and manufactured to comply with regulations governing radio frequency emissions, such emissions from the Lenovo Phone can negatively affect the operation of other electronic equipment, causing them to malfunction. Turn off the Lenovo Phone or use Airplane Mode to turn off the Lenovo Phone wireless transmitters when use is prohibited, such as while traveling in aircraft, or when asked to do so by authorities.

Medical devices

The Lenovo Phone contains radios that emit electromagnetic fields. These electromagnetic fields may interfere with pacemakers or other medical devices. If you wear a pacemaker, maintain at least 15 cm (6 inches) of separation between your pacemaker and the Lenovo Phone. If you suspect the Lenovo Phone is interfering with your pacemaker or any other medical device, stop using the Lenovo Phone and consult your physician for information specific to your medical device.

Important handling info

Cleaning

Clean the Lenovo Phone immediately if it comes in contact with anything that may cause stains, such as dirt, ink, makeup, or lotions. To clean:

- Disconnect all cables and turn off the Lenovo Phone (press and hold the Power button, then tap **Power off**).
- Use a soft, lint-free cloth.
- Avoid getting moisture in openings.
- Do not use cleaning products or compressed air.

Operating temperature

Be aware of heat generated by the Lenovo Phone. When using the Lenovo Phone, keep it away from hot or high-voltage environments, such as electric appliances, electric heating equipment, or electric cooking equipment.

- Don’t charge your phone in temperatures below 0°C (32°F) or above 45°C (113°F).
- Don’t store or use your phone in temperatures below -20°C (-4°F) or above 60°C (140°F).

When the Lenovo Phone is turned on or the battery is charging, some parts might become hot. The temperature that they reach depends on the amount of system activity and the battery charge level. Extended contact with your body, even through clothing, could cause discomfort or even a skin burn. Avoid keeping your hands, your lap, or any other part of your body in contact with a hot section of the Lenovo Phone for any extended time.

Protecting your data and software

Do not delete unknown files or change the name of files or directories that were not created by you; otherwise, the Lenovo Phone software might fail to work.

Be aware that accessing network resources can leave the Lenovo Phone vulnerable to computer viruses, hackers, spyware, and other malicious activities that might damage the Lenovo Phone, software, or data. It is your responsibility to ensure that you have adequate protection in the form of firewalls, antivirus software, and anti-spyware software and keep such software up to date.

Keep electrical appliances away from the Lenovo Phone, such as an electric fan, a radio, high-powered speakers, an air conditioner, and a microwave oven. The strong magnetic fields generated by electrical appliances can damage the screen and the data on the Lenovo Phone.